

**CONNECTICUT DEPARTMENT OF CORRECTION
JOB OPPORTUNITY**

Correctional Captain

<http://das.ct.gov/HR/JobspecNew/JobDetail.asp?FCC=5304>

Please follow the specific application filing instructions at the bottom of this page!

Open To: CT - DOC Employees Only

Location: Statewide Vacancies

Hours: 40 hours per week; shift and schedule TBD

Salary: \$77,613 - \$102,544 (Annually)
<http://www.das.state.ct.gov/HRDocs/CompPlans/NP%208%202015%2007%2001.pdf>

Closing Date: Monday, August 24, 2015 at 4:00 p.m.

Minimum Qualifications:

Considerable knowledge of relevant agency policies and procedures; considerable knowledge of relevant state and federal laws; considerable knowledge of policies and procedures utilized in correctional facilities; considerable knowledge of modern correctional methods and practices; considerable knowledge of standard security measures and appropriate methods of inmate discipline; considerable interpersonal skills; considerable oral and written communication skills; considerable ability to accurately evaluate situations and make effective administrative and supervisory decisions; ability to utilize computer software; supervisory ability.

Eligibility Requirement:

To apply for the position of Correctional Captain, candidates must have applied for and passed the Correctional Captain exam and be on the current certification list promulgated by the Department of Administrative Services. Current DOC employees who have previously attained permanent status in the class may also apply.

Preferred Experience:

Candidates able to demonstrate the following core values, abilities and skills will also be given preference: ethics, ability to build professional interpersonal relationships, ability to motivate and develop staff, oral and written communication skills, conflict resolution, collaboration, team building and problem solving/decision making skills.

Note:

The filling of this position will be in accordance with reemployment, SEBAC, promotion and merit employment rules. Employees should be aware that performance appraisals, attendance records and discipline records will be reviewed to ensure that you meet DOC Administrative Directive 2.3 <http://www.ct.gov/doc/LIB/doc/PDF/AD/ad0203.pdf>

Application Instructions:

Applicants passing the March 2015 Correctional Captain exam: Must email patricia.meskers@ct.gov by Monday, August 24, 2015. In the email header write Correctional Captain March 2015 and no further correspondence is required at this time. Qualified applicants will receive an email response on Wednesday, August 26, 2015 with detailed instructions for the recruitment process. Unqualified applicants will not receive a response. Late entries will not be accepted.

Applicants who have interviewed in 2014 and wish to remain on the active promotional list for Correctional Captain: Must submit their two most recent performance appraisals to HRS Meskers via fax (860) 692-7615 by Monday, August 24, 2015. Do not send an email; simply submit the appraisals as your intent to remain in the process. An email confirming receipt of the performance appraisals will be sent on Wednesday, August 26, 2015. A 2015 update will occur of your performance appraisals, discipline, attendance and the Facility Evaluation form.

All eligible applicants completing the recruitment process will receive a letter outlining their status at the conclusion of the recruitment process.

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.

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